

ATTENTION ALL NDE PORTAL USERS:

Please log onto your portal accounts and go to the **My Profile** tab and check to make sure your contact information (**especially the email address**) is up to date. It is very important to keep this information updated as the Department of Education uses the email address that is in the users' Portal account to send vital information. Thank you!!



UPDATE on ADVISER 2019-2020 – Coming SOON!

NDE is currently working with the student information system vendors to certify that they can report the ADVISER student data for your district. Your vendor will keep you updated on when they are ready to begin publishing 2019-2020 data to ADVISER. Thank you for your patience.



Updates to Business, Marketing and Management Course Codes

Contact: Sydney Kobza at sydney.kobza@nebrask.gov with questions

Last December the Nebraska State Board of Education approved the new Business, Marketing, and Management Standards. There have been a few changes in regards to the course codes. I did want to highlight some changes that will take place during the 2019-2020 school year.

Accounting is now coded by semester. This does not mean that Accounting is no longer a yearlong course. It simply means that each semester has a different code. The Accounting yearlong course is now coded as Accounting 1 and Accounting 2. Advanced Accounting is now coded as Accounting 3 and Accounting 4.

New Accounting Codes

Accounting 1 (Accounting Semester 1)	030501
Accounting 2 (Accounting Semester 2)	030502
Accounting 3 (Adv. Accounting Semester 1)	030503
Accounting 4 (Adv. Accounting Semester 2)	030504

Economics has two codes. If your district wants to count Economics as Social Studies credit (Rule 10), the 151000 code should be used. If your district wants to count Economics as Career and Technical Education (CTE) credit (Rule 10), then use the 031800 code. Both codes will be pulled when figuring Program of Study data.

There are two course name changes. Introduction to Business, Marketing, and Management is now Introduction to Business. College Wealth Building Fundamentals is now called Wealth Building Fundamentals.



The following collections will open in the Consolidated Data Collection (CDC)

September 1

Contact: NDE Helpdesk (888-285-0556 or ADVISERHelp@nebraskacloud.org)

Please refer to the CDC Calendar which is located on the ADVISER Resources page at [Consolidated Data Collection \(CDC\) Calendar](#) and also review the instructions available in each of the CDC collections for further details about each collection.

Assessed Valuation and Levies – OPEN September 1

Assessed Valuation and levies. Distance between high school attendance centers.

Due Date: October 15 (Audit Window Close Date: October 31)

Collection completed by Public

For more information, contact – Kevin Lyons – kevin.lyons@nebraska.gov (402) 471-3323

Elementary Site Allowance - OPEN September 1

Districts that are applying for the Elementary Site Allowance. This form to be completed by a school district with multiple elementary attendance sites. A qualifying elementary site shall be an elementary attendance site, in a district with multiple elementary attendance sites, which (a) does not have another elementary attendance site within 7 miles in the same school district, or (b) is the only public elementary attendance site located in an incorporated city or village.

Due Date: October 15 (Audit Window Close Date: October 31)

Collection completed by Public

For more information, contact – Kevin Lyons – kevin.lyons@nebraska.gov (402) 471-3323

Estimated Expenditure for LEP/Poverty – OPEN September 1

Estimated expenditure for next year's LEP and Poverty.

Due Date: October 15 (Audit Window Close Date: October 31)

Collection completed by Public

For more information, contact Jen Utemark – jen.utemark@nebraska.gov (402) 471-3323

Human Resources Director Contacts - OPENED August 1

The Department of Education developed the HR Director Contact(s) to collect name and email address for coorespondence. The data is gathered with the purpose of using the email address for notices regarding teacher and administrative certificates, evaluation systems, surveys, and data. The contact listed may have a similar role to an HR Director.

Open All Year – (Audit Window Close Date: June 30, 2020)

Collection completed by Public

For more information, contact NDE Helpdesk – (888-285-0556 or ADVISERHelp@nebraskacloud.org)

Non-Certificated Staff - OPEN September 1

Report of Non-Certificated Staff.

Due Date: October 15 (Audit Window Close Date: October 31)

Collection completed by Public, Special Purpose and ESU's

For more information, contact NDE Helpdesk – (888-285-0556 or ADVISERHelp@nebraskacloud.org)

Nonpublic Dropouts - OPEN September 1

Collects Nonpublic dropout data.

Due Date: October 15 (Audit Window Close Date: October 31)

Collection completed by Nonpublic

For more information, contact NDE Helpdesk – (888-285-0556 or ADVISERHelp@nebraskacloud.org)

Nonpublic Membership Report - OPEN September 1

Collects membership data from Nonpublic Systems.

Due Date: October 15 (Audit Window Close Date: October 31)

Collection completed by Nonpublic

For more information, contact NDE Helpdesk – (888-285-0556 or ADVISERHelp@nebraskacloud.org)

PK Instructional Program Hours/K Program - OPEN September 1

Instructional program hours including kindergarten program type.

Due Date: October 15 (Audit Window Close Date: October 31)

Collection completed by Public

For more information, contact Tammi Hicken – tammi.hicken@nebraska.gov (402) 471-3184

Student Growth Adjustment - OPEN September 1

Districts applying for the student growth adjustment. Districts must estimate their 2019/20 average daily membership and provide evidence supporting the estimate. Estimated student growth is the difference between the 2018/19 fall membership and 2019/20 estimated average daily membership.

Due Date: October 15 (Audit Window Close Date: October 31)

Collection completed by Public

For more information, contact Kevin Lyons – kevin.lyons@nebraska.gov (402) 471-3323

Substitute Teachers - OPEN September 1

Report all substitute teachers. **Open all year**

Due Date: June 15 (Audit Window Close Date: June 30, 2020)

Collection completed by Public, Nonpublic, Special Purpose, ESU's and Interim

For more information, contact Clayton Waddle – clayton.waddle@nebraska.gov (402) 471-0738

Summer School Student Unit – OPEN September 1

Number of students by grade who attend summer school: 1) attending remedial Math or Reading, 2) students eligible for free lunch or free milk qualified for free lunches or free milk and attended a school that uses information collected from parents and guardians to determine such qualifications or attended (or is registered to attend for early childhood) at a school that provides free meals to all students pursuant to the community eligibility provision.

Due Date: October 15 (Audit Window Close Date: October 31)

Collection completed by Public

For more information, contact Kevin Lyons – kevin.lyons@nebraska.gov (402) 471-3323

Title I Annual Caseload Count of Children In Local Institutions For Neglected or Delinquent

OPEN September 1

The purpose of this annual caseload count is to provide the State Educational Agency with current information on the location and number of children living in institutions for neglected or delinquent children, or in local correctional institutions. The information collected will be used in the Title I formula for computing allocations for local educational agencies.

Due Date: December 5 (Audit Window Close Date: January 5, 2020)

Collection completed by Public

For more information, contact Pat Frost – pat.frost@nebraska.gov (402) 471-2478

Two-Year New School Adjustment Application - OPEN September 1

Districts applying for a Two-Year New School Adjustment. School districts applying for the two-year new school adjustment will need to provide estimated additional student capacity and provide supporting evidence.

Due Date: October 15 (Audit Window Close Date: October 31)

Collection completed by Public

For more information, contact Kevin Lyons – kevin.lyons@nebraska.gov (402) 471-3323



New PowerSchool ADVISER Google Group

Contact: Aimee Muehling alempkemuehling@esu5.org

Attention PowerSchool Public School Districts. The VST team has set up a Nebraska PowerSchool ADVISER google group. This group will be the primary way that you will receive information/announcements that are

specific to PowerSchool regarding ADVISER such as updates, known issues, fixes, available trainings etc. We would like at least one person from each PowerSchool district to be a member of the group. In the next few weeks you may receive an invite to join, please accept. You can also ask to join by clicking on the following link <https://groups.google.com/d/forum/powerschooladviser> that will take you to the group page where you can click on the **Apply for Membership** Link. You need to be signed in to your Google account to see this link.



Student Unique Identifier (Uniq-ID) / ADVISER Person ID

Contact: NDE Helpdesk ADVISERHelp@nebraskacloud.org

Public Schools, Nonpublic Systems, Special Purpose Schools, ESU Head Start Schools, Post-Secondary

All students in Pre-Kindergarten – Grade 12 (Public, Nonpublic, Special Purpose Schools and ESU Head Start Schools) and Postsecondary students (Nebraska Community Colleges, State Colleges and University of Nebraska students) need their state IDs updated every school year with current school information. This includes all new AND returning students. Information to update includes items that have changed year over year (grade level, school building, and school year).

The Student Unique Identifier collection is found in the NDE Portal under the Student & Staff (NSSRS) tab. (An activation code is required.) Step-by-Step instructions for the Student Uniq-ID update process can be found [here](#). (Public/Special Purpose Schools: These updates should be made prior to turning on your Ed-Fi submission in your Student Information System for 2019-2020 school year.)

ADVISER Person ID is still coming soon. This system will replace Student Unique Identifier (Uniq-ID). All information updated in the Student Unique Identifier (Uniq-ID) collection will be included in the transfer of data into ADVISER Person ID in the future. It is important to update Student Unique Identifier as soon as possible, so changes are included in the system transfer to ADVISER Person ID. IF you come to an NDE Fall workday, NDE can help you with this process. **HOPE TO SEE YOU THERE!**



Rule 10 Assurance Statement – OPENS: September 16 – DUE: November 1

Contact: nde.accreditation@nebraska.gov

Public Schools Only

All accredited school systems (public and non-public) are required to complete a Rule 10 Assurance Statement annually. The Assurance Statement must be completed to reflect compliance or indicate areas of noncompliance as your school system starts the 2019-2020 school year.

The Assurance Statement for public school districts is web-based and will be available on the NDE Portal under the **Data Collections** tab beginning Monday, September 16. An activation code is required to add the collection to the NDE Portal account. **Public Schools** must submit their Assurance Statement through the NDE Portal **by November 1**. **Paper copies will not be accepted.**

Note: Nonpublic, Special Purpose, Rule 18, and ESUs must continue to submit paper copies of their Assurance Statements to the NDE.

Please note the following:

1. In the online Assurance Statement, public school district administrators will be asked to check **Yes** or **No** for each Rule 10 item in the statement, indicating compliance or non-compliance.
2. Superintendents will receive a letter and an email, both of which will include links to the NDE website, where Rule 10 and supporting documents can be found.

New for the 2019-20 school year,

1. A **Download PDF** button is available again this school year at the bottom of the Assurance Statement for the purpose of downloading and saving a copy of your responses after submission to the NDE.
2. Currently, when the **NO** response is checked, a text box opens to explain the NO response. A **YES** text box has been added at the end of the Assurance Statement for the purpose of explaining, defining, or expanding upon any YES responses.

For assistance in accessing the portal, please contact the NDE Helpdesk at: ADVISERHelp@nebraskacloud.org



2019-2020 High Ability Learners Collection – OPENED: August 1 – DUE: August 31

Contact: Cory Epler (402-471-3240 or cory.epler@nebraska.gov)

Public Schools Only

The 2019-2020 High Ability Learners Collection opened on **August 1** under the **Data Collections** tab in the NDE Portal website. The High Ability Learners reports are due on or before **August 31**. The collection audit window closes on September 14.



Summer School Supplement (CDC collection) – AUDIT WINDOW CLOSES: August 31

Contact: NDE Helpdesk (888-285-0556 or ADVISERHelp@nebraskacloud.org)

Public Schools Only

The Summer School Supplement opened in the CDC on August 1. This collection is due on **August 15** with the audit window from **August 16 through August 31**. At the end of each regular school term the Nebraska Department of Education collects the attendance data for each school district in Nebraska. State total ADA is reported to the U.S. Department of Education and is used in formulas for allocating federal entitlement for Title 1, Impact Aid, Indian Education and other federal programs.



2019-20 ESSA Consolidated Application – OPENED: July 31 – DUE: September 12

Contact: The ESSA Reviewer for your District/ESU

The ESSA Consolidated Application for 2019-20 is now available in the GMS System (<https://nde.mtwtgms.org/NDEGMSWebv02/logon.aspx>) and is due to NDE by September 12. The grants include 2019-20 current funds plus 2018-19 reallocation funds for some grants. These amounts are available on the Allocations page and districts will be required to budget the entire amount that appears on the budget pages. If the application for the district is approved prior to October 1, only a portion of the funds will appear on the Grant Award Notification (GAN) for Title I-A and Title II-A. This is because a portion of the funds are received on July 1 and the remainder on October 1. When the entire allocation becomes available, the GANs will be regenerated and the entire amount will then be included in the GAN.

Contact information for the 2019-20 ESEA/ESSA Reviewers is listed below.

--2019-20 ESEA/ESSA I REVIEWER ASSIGNMENTS --			
ESU	ESSA REVIEWER	Phone	Email
1	Adrian Bowen	402-471-2968	adrian.bowen@nebraska.gov
2	Pat Frost	402-471-2478	pat.frost@nebraska.gov
3	Kirk Russell	402-471-2741	kirk.russell@nebraska.gov
4	Allyson Olson	402-471-4694	allyson.olson@nebraska.gov

5	Pat Frost	402-471-2478	pat.frost@nebraska.gov
6	Adrian Bowen	402-471-2968	adrian.bowen@nebraska.gov
7	Pat Frost	402-471-2478	pat.frost@nebraska.gov
8	Tim Vanderheiden	402-471-1749	timothy.vanderheiden@nebraska.gov
9	Cathy Mohnike	402-471-1419	cathy.mohnike@nebraska.gov
10	Cathy Mohnike	402-471-1419	cathy.mohnike@nebraska.gov
11	Jan Handa	402-471-0876	jan.handa@nebraska.gov
13	Tim Vanderheiden	402-471-1749	timothy.vanderheiden@nebraska.gov
15	Tim Vanderheiden	402-471-1749	timothy.vanderheiden@nebraska.gov
16	Cathy Mohnike	402-471-1419	cathy.mohnike@nebraska.gov
17	Kim Larson	402-471-4824	kim.larson@nebraska.gov
18	Tim Vanderheiden	402-471-1749	timothy.vanderheiden@nebraska.gov
19	Kirk Russell	402-471-2741	kirk.russell@nebraska.gov



District Curriculum Contact Information – OPENED: August 1 – DUE: September 15

Contact: Cory Epler (402-471-3240 or cory.epler@nebraska.gov)

Public Schools, Special Purpose Schools and ESU's

Using the District Curriculum Contact Information form, located under the **Data Collections** tab in the NDE Portal, select **District Curriculum Contact Information** to provide contact information for up to three curriculum contacts. (An activation code is required.) Information that has been submitted previously should be checked for accuracy. The curriculum contacts are the primary contact for information related to standards, instruction, and instructional materials (curriculum, interventions, etc.)

Curriculum Contacts are those individuals that have an understanding of curricula/instructional materials being used by the school district, coordinate curricula/instructional materials selection processes for the school district, and ultimately have responsibility for the implementation of curricula/instructional materials being used.



Instructional Materials Data Collection – OPENED: August 1 – DUE: September 15

Contact: Cory Epler (402-471-3240 or cory.epler@nebraska.gov)

Public Schools, Special Purpose Schools and Rule 18's

The purpose of the Instructional Materials Data Collection is to gather more information about the most commonly used instructional materials in Nebraska. These data will ensure all students have an opportunity to learn from high-quality, standards-aligned instructional materials and help inform curricula-specific professional learning. The **Instructional Materials Data Collection** is located in the NDE Portal under the **Data Collections** tab. (An activation code is required.)

This data collection should be completed by district staff that have knowledge of the instructional materials used by the school district for K-12 English Language Arts, K-12 mathematics, and K-8 science. Respondents will be asked to report instructional materials for the following grade bands: K-2, 3-5, 6-8, and 9-12 (ELA and mathematics only) and the year in which the instructional materials were adopted. In addition, districts will be asked to indicate the primary assessment used to determine if a student has a reading deficiency (per the Reading Improvement Act).



2019-2020 Staff Reporting – OPENED: August 5 – DUE: September 15

Contact: NDE Helpdesk (888-285-0556 or ADVISERHelp@nebraskacloud.org)

Public Schools, Nonpublic Systems, Special Purpose Schools, Rule 18 Schools and ESU's

The 2019-2020 Staff Reporting collection opened Monday, August 5. State statute requires Public Districts and Nonpublic Systems to submit a Fall Personnel Report by September 15. The Staff Reporting data collection is located under the **Student & Staff** tab in the NDE Portal. Special Purpose Schools (State Operated), Education Service Units and Interim Programs (Rule 18) should report during this timeframe as well. Options for submission are online entry and upload. Staff Reporting Instructions are available here: [Staff Instruction Manual 2019-2020](#). Appendix A in the Staff Reporting Instructions details the changes that were made since 2018-2019.

When completing the Staff Reporting 2019-2020, double check to make sure the email addresses are correct for each staff member that is required to have one. If a correction is made to the email address that NDE had in Staff Reporting, have the staff member log into their NDE Portal account under the “My Profile” tab and verify if their email address is correct, or have them update it. NDE uses the email addresses from Staff Reporting and the NDE Portal for communications so keeping them current is very important.



SAVE THE DATE: Nebraska PowerSchool Users Group Workshop

Contact: Aimee Muehling alempkemuehling@esu5.org

The Nebraska PowerSchool Users Group (NEPSUG) Workshop will be **Sept 17** at ESU10 in Kearney, NE. Registration and schedule information coming soon. Please mark your calendars.



Assessment & Accountability Key Dates

Contact: Jeremy Heneger (402-471-2495 or jeremy.heneger@nebraska.gov or Lane Carr 402-471-3138 or lane.carr@nebraska.gov)

Public and Special Purpose Schools Only

Below are key dates for the release of Accountability for a Quality Education System, Today and Tomorrow (AQuESTT) and Nebraska Student-Centered Assessment System (NSCAS) data. Published data elements can be found on the Nebraska Education Profile (NEP), the Nebraska Department of Education's one-stop education data website. For more information, please visit: <http://bit.ly/2019nep>.

August 5, 2019	Printed NSCAS Alternate Individual Student Reports (ISRs) delivered to districts
August 12-20, 2019	NSCAS District Preliminary Data Clean-up Window
August 30, 2019	Printed NSCAS ACT Individual Student Reports (ISRs) delivered to districts
September 25, 2019 (Secure Release)	Assessment Performance, Attendance, Participation, Demographics, and AQuESTT Raw Classification data published to the NEP Secure Portal (district view only, not public), district data validity verification
September 27, 2019	Notification of Evidence-based Analysis (EBA) adjustment-eligible schools

October 9, 2019 (Public Release)	Full Data Profile and Snapshot published on NEP with AQuESTT Classification and Assessment data (full public view)
October 14, 2019	Evidence-based Analysis (EBA) evidence due to NDE (for adjustment-eligible schools)
October 15-November 1, 2019	Review of Evidence-based Analysis (EBA) evidence
October 21-25, 2019	Printed <i>NSCAS General</i> Individual Student Reports (ISRs) delivered to districts
November 27, 2019 (Public Release)	Final AQuESTT Classifications, including EBA adjustments, published on the NEP



Nebraska Education Profile (NEP) Data Element Release Dates

Contact: Matt Hastings (402 471-2748) <https://nep.education.ne.gov/contact.html>

Public Schools Only

Below are the data element release dates for the 2019 Nebraska Education Profile (NEP). The NEP provides information and data about Nebraska public schools and student performance. The majority of Nebraska education data for the 2019-2020 school year will be released to the public via the NEP on October 9, 2019. Schools and districts can preview most data elements on September 25, 2019, ahead of the public release, through the NEP Secure collection, located in the NDE Portal under the Data Collections tab. (An activation code is required.) For more information, please visit: <http://bit.ly/2019nep>.

Data Element	NEP Secure	NEP Public
AQuESTT Classification		
AQuESTT Classification	09/25/2019	10/09/2019
AQuESTT Classification for EBA-Adjustment Eligible Schools	--	11/27/2019
Education Technology		
District Tech Profile	--	10/09/2019
Snapshot & Full Data Profile		
Demographics		
Membership/Race Ethnicity	09/25/2019	10/09/2019
Teacher/Race Ethnicity	09/25/2019	10/09/2019
Teacher Experience	09/25/2019	10/09/2019
Civil Rights Data Collection (CRDC)	09/25/2019	10/09/2019
Program Participation		
English Learners	09/25/2019	10/09/2019
Free & Reduced Lunch	09/25/2019	10/09/2019
High Ability Learners (Gifted)	09/25/2019	10/09/2019
Special Education	09/25/2019	10/09/2019
Special Education Performance Part B	06/15/2020	06/15/2020
Metrics		
Attendance Rates	09/25/2019	10/09/2019
Dropout Rates	11/27/2019	11/27/2019
Performance		
NSCAS ACT	09/25/2019	10/09/2019
NSCAS ELA/Math/Science	09/25/2019	10/09/2019

EDPA 21	09/25/2019	10/09/2019
Results Matter Gold	09/25/2019	10/09/2019
National Assessment Instrument (NAI)	09/25/2019	10/09/2019
Achievement		
Graduation Cohort Rates	11/27/2019	11/27/2019
College-going Rates	09/25/2019	10/09/2019
Financial		
State Aid/Finance/Per Pupil Cost	02/01/2020	02/01/2020
Mobility		
School Mobility/Highly Mobile	11/27/2019	11/27/2019
ESSA		
ESSA Inexperienced Educators/Provisional	09/25/2019	10/09/2019
ESSA Out-of-Field Teachers	11/27/2019	11/27/2019



Special Education Financial Reporting System (SPEDFRS)

Contact: Lori Adams (402-471-2637 or lori.adams@nebraska.gov)

Public Schools and ESU's Only

A “new” Special Education Financial Reporting system called **Special Education Financial Reporting System (SPEDFRS)** is being implemented for **2018-2019** to report final expenditure information per Rule 51. The collection will be located in the NDE Portal under the **Data Collection** tab. An activation code would be required to access this collection.

This system combines final financial reporting for SPED Birth to Age Five, SPED School Age and SPED Transportation. The due date for this combined data collection is October 31 with an anticipated available date of **September 23**. More information to come.



HOW TO CONTACT THE NDE HELPDESK

1. Click on the “Helpdesk Request” in the upper right hand corner of the NDE Portal Home Page. This will open your email to send your question to the NDE Helpdesk at ADVISERHelp@nebraskacloud.org. Include your full name, organization and a detail description of your question. This email will automatically create a ticket.
2. Send an email directly to: ADVISERHelp@nebraskacloud.org. Include your full name, organization, a detail description of your question, alternate contact and phone number. This email will automatically create a ticket.
3. Call Toll Free: 888-285-0556 – **This is a Voicemail line ONLY**. Leave your full name, organization, call back number and a brief description of your question.

The Helpdesk Request and email to ADVISERHelp@nebraskacloud.org are the fastest ways to get your questions to the Helpdesk. All questions are answered in the order in which they are received.

NDE Bulletins: Past and Present:

Current and past NDE Bulletins can be found at <https://www.education.ne.gov/bulletins>. We will also continue to send the bulletin out via e-mail.



Denise Schuyler

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